

Requirements for Non Formal Sketch Plans

GRADING / EROSION CONTROL / DRAINAGE PLAN

PLEASE NOTE THAT THE PLAN MUST INCLUDE THE FOLLOWING REQUIRED INFORMATION. FAILURE TO PROVIDE THE FOLLOWING INFORMATION WILL RESULT IN DENIAL OF THE GRADING, EROSION CONTROL & DRAINAGE PERMIT. BY PROVIDING THE INFORMATION AS REQUESTED IT WILL TAKE LESS TIME FOR YOUR PERMIT TO BE REVIEWED AND APPROVED

*** Grading / Erosion Control / Drainage Plan must include the following:**

- Indicate the Name of the Project ☐
- Name and Contact information for Plan Designer ☐
- Provide North Arrow ☐
- Include the Plan Scale ☐
- Zoning District ☐
- Depict and Label all Adjacent Streets and Right-of-Ways ☐
- Show all Existing Property Boundaries (Show Entire Property) ☐
- Indicate the Limits of the Area to be Disturbed ☐
- Indicate the Slope of the Property (*with arrows or other means show how the property drains from highest point(s) to lowest point(s).*) ☐
- Depict and Indicate Locations of Proposed Construction Entrance(s) ☐
- Depict and Indicate Locations of Proposed Silt Fence(s) ☐
- Depict and Indicate Locations of All Other Erosion Control Devices(s) ☐
- Depict and Label all Existing and Proposed Retaining Walls, if Applicable and Indicate Probable Heights of Retaining Walls. ☐
- Depict and Indicate all Water Courses and Water Bodies ☐
- Label Approximate Location of Stormwater Conveyances, i.e. Pipes, Inlets, Outlets, Ditches. ☐
- Show and Label all Flood Zones, if Applicable ☐
- Identify any Existing Trees to Be Removed ☐
- Show and Label all Existing and Proposed Structures and Improved Areas ☐
- Approximately Depict and Indicate all Existing and Proposed Utilities, if applicable ☐
- Show Existing and Proposed Easements; if applicable ☐

Please submit **three (3)** copies of the project sketch plan along with this completed checklist. Failure to submit three **(3) copies** of the plan and this completed checklist will result in the denial of the grading and erosion control permit.